

CAPITAL IMPROVEMENT PLAN WORKSHOP

TIPP CITY, MIAMI COUNTY, OHIO

OCTOBER 26, 2009

Workshop

The Capital Improvement Plan Workshop began at 3:05 p.m. in the Tipp City Council Chambers. Councilmembers in attendance included Vickie K. Blakey, William D. Beagle, President Patrick A. Hale, Mayor Tim Evans, John Kessler, George H. Lovett and Dolores Gillis.

Others in attendance were City Manager Jon Crusey, Fire Chief Steve Kessler, Finance Director Richard Drennen, Katelyn Black, Joe Gibson, Donald Ochs, Mike McFarland, Michael Griesmeyer, Reporter Nancy Bowman, and Clerk of Council Cathy Ross.

Attending parts of the meeting were Assistant City Manager Bradley C. Vath, Utilities Director M. J. Eichman, EMS Chief Mark Senseman, City Engineer/Service Director Scott Vagedes, Police Chief Tom Davidson

Discussion

Mr. Crusey presented an overview of the five year capital improvement plan and the five year fund analysis including staffing by fund and by department. He explained that the purpose of the 5 year fund analysis is to provide a financial planning tool to help council and staff with long-term financial decisions. Mr. Crusey also reviewed income tax revenue history and projections. He added that the goal of the Capital Improvement Reserve Fund is to balance revenue and expenditure projections over the five-year period. Mr. Crusey reviewed funds for Street, Parks, Electric, Water and Sewer.

Administration, Facilities and Finance

The Administration, Facilities, and Finance Funds called for the replacement of computers, servers, network printers, security camera, and lift equipment. Mr. Vath reviewed the list of Unfunded Projects (over \$380,000) which includes improvements to the Government Center as well as the construction of public restrooms at the old municipal building. Mr. Crusey noted that public restrooms are not a requirement in receiving Main Street USA status. Mr. Lovett requested that staff look at the impact of cutting the replacement of computers and servers by 25%. Other council members agreed. Mrs. Gillis questioned whether the security cameras were bad or if they were just being replaced because they were on the replacement schedule. Mr. Arnold explained that they are over their life expectancy and the City can expect to see failures if they are not replaced. Mrs. Blakey also asked if one of the three copiers could be eliminated from the Government Center/Police Department. Mr. Vath stated that he would review the Information Technology budget and get back with Mr. Crusey on any possible cutbacks.

Mr. Drennen explained that the Finance Department wishes to upgrade their software program to a windows based program and that the folder/insertor will need to be replaced in 2014.

Water

Under the Water Fund, which is funded by user fee revenue, water line improvements, the Hartman water line, renovation of the booster station, modeling of the water system master plan, and replacement of two mowers are all planned for 2010. President Hale

questioned whether the Parks Department and the Water Department could share mowers. Staff replied that sharing of mowers between departments is not possible because both departments will be mowing at the same time. Council also questioned whether the modeling of the water system master plan could be done in house. Mr. Eichman responded that it would need to be done by an outside consultant.

Sewer Fund

The Sewer Fund projects being proposed for 2010 include Inflow and Infiltration, Sewer Line improvements, sewer system master fund, Main Street liftstation upgrades and installation of fiber for SCADA. Mr. Eichman stated that Tri-Cities finalized the I&I Study and the City will be mandated to take action to decrease I&I.

Electric Fund

Mr. Eichman then identified upcoming Electric Fund projects, which are also funded primarily by user fee revenues. Future projects include replacement of underground residential distribution and overhead circuits in Woodlawn Subdivision, completion of the North loop from Crane Road to Sub #2, adding a circuit from sub #3 north, Main Street Streetscape, and the traffic signal interconnect. Equipment requested for 2010 includes a new pick-up, service truck, and chipper.

EMS/Fire

The EMS/Fire Department Fund included the scheduled replacement of SCBA bottles (2012 and 2013) and portable radios in 2010.

Chief Kessler noted that the ladder truck is still listed as needed. Mr. Lovett asked why Tipp City needed this ladder truck and asked what would happen if there was a fire in a home on Juniper Court. Chief Kessler explained that our current ladder truck only goes up 75 feet and cannot reach some houses because of the distance from the street and is needed because of the steep roofs. The ladder truck being requested goes up to 100 feet. Chief Kessler added that the current ladder truck is 34 years old and that 60% of the fire fleet will be at or beyond it's scheduled life expectancy next year. Expansion of the station is also needed because the new fire truck won't fit inside the current station. Chief Kessler stated that the EMS staffs the station and currently have no beds and are sleeping on lazy boys and couches. Mr. Vath and Chief Kessler put together a request for stimulus funds to do enlarge the Westside Station, including sleeping quarters and replacement of the roof, but the request was denied.

Police

The Police Department requested the replacement of three vehicles. Council questioned whether car dealerships or service organizations had been approached to request a donation to assist in the purchase of a new DARE vehicle, which is scheduled to be replaced in 2011. Chief Davidson replied that they did approach businesses for the canine unit and the DARE vehicle, but were unsuccessful. Chief Davidson also explained the reasoning behind having SUV's as part of the fleet are for use in severe weather. He added that the Police Department has also used the Engineering Technician's truck, which is also four wheel drive. Vehicles are also passed down from the Police Department to other departments such as meter readers in the Utility Department. Chief Davidson also stated that another project budgeted for 2010 is the replacement of our Records Management System.

Street

Mr. Lovett informed Council that he had asked Mr. Vagedes to

prioritize street repair and asked Mr. Vagedes to review this information. Mr. Vagedes stated that he believes that Horton, Hartman and Franklin are the streets most in need of repair. He noted that Horton needs storm sewer, Hartman needs storm sewer, and Franklin needs curbs and sidewalks. Mr. Vagedes' fear is if streets are not asphalt resurfaced and continue to deteriorate, the City will not be able to just resurface them, but will have to fully repair/rebase them. Mr. Lovett stated that these projects total \$1,089,000 over the next two years and he believes Council needs to address this issue now. He would like to make up in the operating budget what can't be cut in CIP to fund these street repairs.

Council and staff members discussed other areas in the City that should have been resurfaced and different ways to do so including chip and seal.

Mr. Vagedes then presented vehicles and equipment that are scheduled to be replaced including a dump truck in 2010, a pick-up, a 1-ton truck, and a leaf machine for the Street Department. The dump truck is used for plowing snow and has had the transmission replaced already. Mr. Vagedes noted that the bed is rusting and that the miles on this vehicle are hard miles and he would like to maintain our equipment on the rotation schedule. Mr. Lovett suggested moving this equipment to 2012; Mrs. Blakey disagreed stating that this vehicle is used for plowing snow and it is therefore a safety issue. Mayor Evans, Mrs. Gillis and President Hale all stated that they would like to see it pushed back to 2011 and then be reevaluated. Council implemented a charge for leaf pick-up, so the leaf machine for the Street Department will be purchased as scheduled. Council requested that all other vehicles listed in the budget be pushed back one year. Mr. Vagedes expressed his concern that the Street Department will have an old fleet of vehicles and equipment that will need to be replaced at the same time.

Parks

The Parks Department requests for 2010 include a 1994 ¾ ton pick-up truck, a tri-deck mower, and a zero turn mower. All other requests were already delayed by Mr. Asher and Mr. Vagedes. Council requested that the 1994 truck purchase also be pushed back.

TFAC

The Park Fund is funded by a 0.25% dedicated income tax levy, transfers from the General Fund, and grants. Mr. Vagedes noted that the Park Fund's 0.25% dedicated income tax levy expires December 31, 2012. Mr. Vagedes stated that Cincinnati Pool Management recommended that the pool floors be painted every two years, but this has been pushed back to every three years because of budget constraints. Mayor Evans stated that painting of the pool is part of the maintenance schedule, not just for aesthetics and added that citizens need to learn how to pay ahead or the City is or going to pay the price down the road. Other items scheduled for replacement in 2010 include a new server and computer to operate the security cameras for the TFAC.

Review

Council requested that identified vehicles and equipment be pushed back one year and that a 25% cut be made to the IT budget. Mr. Crusey stated that he and Mr. Drennen would look at the CIP again and make the changes requested by Council for presentation at the November 2nd meeting.

Adjournment

A copy of the presentation is attached.

The meeting ended at 8:00 p.m.

Patrick A. Hale, President of Council

Attest: _____
Cathy Ross, Clerk of Council